



August 30, 2017

Becky Schiefelbein, Crista Billings, Josh Bean  
Arco Iris Spanish Immersion Public Charter School  
6107 SW Murray Blvd., #104  
Beaverton OR 97008

Laurie Simpson  
Connect Architecture  
4072 N. Williams  
Portland, OR 97227

Subject: Pre-Application Summary Notes for Arco Iris Charter School at 8205 SW Creekside Place

Dear Ms. Schiefelbein, Ms. Billings, Mr. Bean and Ms. Simpson,

Thank you for attending the Pre-Application Conference held on August 9, 2017. We are pleased to provide you with the following notes prepared in response to your proposal.

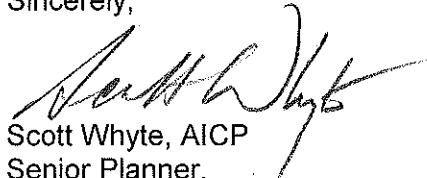
Comments prepared by staff are reflective of the proposal considered at the Pre-App. A copy of your proposal was also sent to other members of staff who did not attend the meeting but have provided written comments hereto. Please feel free to contact anyone who provided comments. Contact names, telephone numbers and e-mail addresses are listed herein.

Following every Pre-App, staff understands that there may be changes to the plan or use considered. If these changes effectively re-design the site plan or involve a change to a use not discussed, please be advised that such change could require different land use application(s) than were identified by staff at the Pre-App. It's also possible that different issues or concerns may arise from such change. In these cases, we encourage applicants to request a second Pre-App for staff to consider the change and provide revised comments accordingly.

In part, the Pre-App Conference is intended to assist you in preparing plans and materials for staff to determine your application(s) to be "complete" as described in Section 50.25 of the City Development Code. For your application(s) to be deemed complete on the first review, you must provide everything required as identified on the Application Checklist(s) provided at the Pre-App in addition to any materials or special studies identified in the summary notes hereto. If you have questions as to the applicability of any item on the checklist(s) or within this summary, please contact me directly.

On behalf of the staff who attended the Pre-App, we thank you for sharing your proposal with us. If we can be of further assistance, please do not hesitate to call.

Sincerely,



Scott Whyte, AICP  
Senior Planner,  
(503)526-2652

# PRE-APPLICATION CONFERENCE MEETING SUMMARY NOTES

Prepared for  
**Arco Iris Charter School at 8205 SW Creekside Place**  
PA 2017-0045, August 9, 2017

The following pre-application notes have been prepared pursuant to Section 50.20 of the Beaverton Development Code. All applicable standards, guidelines and policies from the City Development Code, Comprehensive Plan and Engineering Design Manual and Standard Drawings identified herein are available for review on the City's web site at: [www.beavertonoregon.gov](http://www.beavertonoregon.gov). Copies of these documents are also available for purchase.

The following is intended to identify applicable code sections, requirements and key issues for your proposed development application. Items checked are to be considered relevant to your proposed development.

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**PRE-APPLICATION CONFERENCE DATE:** August 9, 2017

## **PROJECT INFORMATION:**

Project Name: Arco Iris Charter School at 8205 SW Creekside Place

Project Description: New school, grades K through 8, to operate within an existing building that is two stories and approximately 33,150 sq. ft. in size. Proposal include changes to rear yard of property for purpose of providing an outdoor play area. Proposal includes interior building improvements to support classroom space and E occupancy group.

Property/Deed Owner: Starwood Capital Group  
100 SW Pine St., Suite 3000  
San Francisco, CA 94111

Site Address: 8205 SW Creekside Place, Beaverton

Tax Map and Lot: Tax Map 1S1-27AB, T.L. 1000

Zoning: Office Industrial – Washington Square (OI –WS)

Comp Plan Designation: Regional Center

Site Size: 2.24 acres

## **APPLICANT INFORMATION:**

Applicant / Rep Arco Iris Spanish Immersion Public Charter School, Attn: Becky Schiefelbein  
6107 SW Murray Blvd., #104  
Beaverton OR 97008

Connect Architecture, Attn: Laurie Simpson  
4072 N. Williams  
Portland, OR 97227

## **PREVIOUS LAND USE HISTORY:**

Building and parcel is part of Creekside Business Center: BSDR 8-83 (Phase 1) and BSDR 10-84 (Phase 2). City has approved several landscape modifications and building remodels to this area since 1984.

## SECTION 50.25 (APPLICATION COMPLETENESS):

The completeness process is governed by Section 50.25 of the Development Code. The applicant is encouraged to contact staff to ask any questions or request clarification of any items found on the application checklists that were provided to the applicant at the time of the pre-application conference. In addition, the applicant should be aware that staff is not obligated to review any material submitted 14 days or later from the time the application has been deemed "complete" that is not accompanied with a continuance to provide staff the necessary time to review the new material.

## APPLICATION FEES:

Based on the materials provided, the identified application fees (land use only) are as follows:

Conditional Use - New	\$2,939.00	(\$4,264.00*)
Design Review Compliance Letter	\$116.00	(\$168.00*)
Possible Loading Determination	\$303.00	(\$439.00*)

\*Fees will change October 1, 2017. Fees in effect at the time a complete application is received will control.

## SECTION 50.15. CLASSIFICATION OF APPLICATIONS:

Applications are subject to the procedure (Type) specified by the City Development Code. A **Conditional Use** application, identified herein, is subject to a Type 3 procedure.

## SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):

A Neighborhood Review Meeting is required for Type 3 process. A Neighborhood Review Meeting packet was provided. Name of Neighborhood Advisory Committee (NAC): Greenway.  
Contact Person & Phone No.: Jim Persey 503-646-6289

## CHAPTER 20 (LAND USES):

Zoning: **OI-WS**  
Applicable Code Sections: Section 20.15.20 (OI-WS) – uses permitted and conditionally permitted

Comments: *Educational Institutions* are a Conditional Use in the City OI-WS zone. See "Key Issues / Considerations" herein.

## CHAPTER 30 (NON-CONFORMING USES):

Proposal subject to compliance to this chapter? ☐ Yes ☒ No

## CHAPTER 40 (PERMITS & APPLICATIONS):

Facilities Review Committee review required? ☒ Yes ☐ No

Comments: **Applicant's written response to Section 40.03 (Facilities Review) should address each criterion.** If response to criterion is "Not Applicable", please explain why the criterion is not applicable – applicant can refer to the "scope" of the project.

Applicable Application Type(s):

	<b>Application Description</b>	<b>Code Reference</b>	<b>Application Type</b>
1.	<b>New Conditional Use</b> (Threshold # 1)	40.15.15.3	Type 3 – public hearing
2.	<b>Design Review Compliance Letter</b> (Threshold #1 "g")	40.20.15.1	
3.	<b>Loading Determination</b> (Threshold #2)	40.50.15.1	

**Comments:** In order for your application(s) to be deemed complete, a written statement is to be prepared, supported by substantial evidence, in response to all applicable approval criteria. Your narrative will need to explain how and why the proposal meets applicable approval criteria for the land use applications identified above. Approval criteria and development regulations in effect at the time an application is received will control. Approval criteria and development regulations are subject to change.

#### CHAPTER 60 (SPECIAL REGULATIONS):

The following special requirements when checked are applicable to your development. You should consult these special requirements in the preparation of written and plan information for a formal application:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> <b>Section 60.05 (Design Review Principles Standards and Guidelines)</b> | <input type="checkbox"/> Section 60.07 (Drive-Up Window Facilities)           |
| <input checked="" type="checkbox"/> <b>Section 60.10 (Floodplain Regulations)</b>                            | <input type="checkbox"/> Section 60.15(Land Division Standards)               |
| <input type="checkbox"/> Section 60.20 (Mobile & Manufactured Home Regulations)                              | <input checked="" type="checkbox"/> <b>Section 60.25 (Off-Street Loading)</b> |
| <input checked="" type="checkbox"/> <b>Section 60.30 (Off-Street Parking)</b>                                | <input type="checkbox"/> Section 60.33 (Park and Recreation Facilities)       |
| <input type="checkbox"/> Section 60.35 (Planned Unit Development)  | <input type="checkbox"/> Section 60.40 (Sign Regulations)                     |
| <input type="checkbox"/> Section 60.45 (Solar Access Protection)   | <input type="checkbox"/> Section 60.50 (Special Use Regulations)              |
| <input checked="" type="checkbox"/> <b>Section 60.55 (Transportation Facilities)</b>                         | <input type="checkbox"/> Section 60.60 (Trees and Vegetation)                 |
| <input type="checkbox"/> Section 60.65(Utility Undergrounding)   | <input type="checkbox"/> Section 60.67 (Significant Natural Resources)        |
| <input type="checkbox"/> Section 60.70 (Wireless Communication)  |   |

**Comments:** See Key Issues/Considerations herein.

**COMPREHENSIVE PLAN COMPLIANCE:** Comprehensive Plan Policy response is required for Conditional Use application (see Criterion No. 3). In the subject case, some Policies found in the Transportation Element of the City Comprehensive Plan (Chapter 6) could be applicable. See attachment hereto. In review of this proposal, staff recommends a written response to policies "d" and of Goal 6.2.3. In some cases, Policy "a" under the Goal for noise, found in Chapter 8 (8.4) is applicable for considering a use that operates after 10pm or where an outdoor play area is proposed in proximity to residential use.

## OTHER DEPARTMENT/AGENCY CONTACTS:

Your project may require review by other City departments and outside agencies. Please plan to contact the following staff persons at the City of Beaverton or other agencies when their name is checked. In some instances, some or all of these staff persons may submit written comments for the pre-application conference. These comments may be discussed at the pre-application conference and will be attached to this summary:

Recommended  
contact for  
further  
information  
if checked



### Clean Water Services

☐ (CWS not sent copy of Pre-Application materials) Clean Water Services (CWS) regulates sanitary sewer, storm and surface water management within Washington County in coordination with the City of Beaverton. CWS also conducts environmental review for proposed development projects that are located in proximity to sensitive areas (generally wetlands, riparian areas and stream corridors). Staff recommends that applicants contact CWS staff as early as possible in order to obtain a Service Provider Letter (SPL). For many development permits, the SPL is required before the application is determined to be complete (BDC 50.25.1.F) which starts the Beaverton land use review processes. CWS environmental regulations are explained in Chapter 3 of the Design and Construction Standards at: [www.cleanwaterservices.org/permits-development/design-construction-standards](http://www.cleanwaterservices.org/permits-development/design-construction-standards) If no sensitive areas exist on or within 200 feet of the project site, CWS can also issue a statement indicating no sensitive areas exist which the city will also accept as documentation under Section 50.25.1.F. To start the environmental review process and obtain an SPL, complete the pre-screening site assessment form. For more information about CWS review email [splreview@cleanwaterservices.org](mailto:splreview@cleanwaterservices.org) or contact **Laurie Bunce**, CWS Engineering Technician, at (503) 681-3639.



**Jeremy Foster, Tualatin Valley Fire & Rescue,**  
503-259-1414 / [Jeremy.foster@tvfr.com](mailto:Jeremy.foster@tvfr.com)



Plans reviewed. No comments.



**Brad Roast, Building, City of Beaverton**  
(503) 526-2524 / [broast@beavertonoregon.gov](mailto:broast@beavertonoregon.gov)



Written comments attached.



**Steve Brennen, Operations, City of Beaverton**  
(503) 526-2200 / [sbrennen@beavertonoregon.gov](mailto:sbrennen@beavertonoregon.gov)



Plans reviewed. No comments.



**Naomi Patibandla, Site Development, City of Beaverton**  
(503) 526-2513 / [npatibandla@beavertonoregon.gov](mailto:npatibandla@beavertonoregon.gov)



Written comments attached



**Ken Rencher, Transportation, City of Beaverton**  
(503) 526-2427 / [krencher@beavertonoregon.gov](mailto:krencher@beavertonoregon.gov)



Written comments attached



**Naomi Vogel, Washington County LUT**  
503) 846-7639 [Naomi.Vogel@co.washington.or.us](mailto:Naomi.Vogel@co.washington.or.us)



Written comments: County to review Traffic Study if required by City.

## KEY ISSUES/CONSIDERATIONS:

Staff has identified the following key development issues, or design consideration or procedural issues that you should be aware of as you prepare your formal application for submittal. The

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identification of these issues or considerations here does not preclude the future identification of other key issues or considerations.

1. **Applications** Herein staff has identified the **Conditional Use** application to be heard by the Planning Commission. As stated explained herein, the Conditional Use application is subject to Type 3 processing which also requires a Neighborhood Meeting (see Neighborhood Meeting contact information herein). *Educational Institutions* (schools) are a Conditional Use of the city OI-WS zone. The proposal to introduce a new school at this location qualifies for consideration under the Conditional Use – New application (described in 40.15.15.3). Research of past land use applications found no prior Conditional Use at this location. The **Loading Determination** application is necessary if not providing one B Berth space as described in Section 60.25 of the Development Code (Off-Street Loading Standards). The Loading Determination application is a request to modify the standard (as threshold No. 2 of 40.50.15.1.A describes). Also, staff identified the **Design Review Compliance Letter** application (DRCL, 40.20.15.1 of the Development Code) for minor changes to the site. These changes may encompass proposed site modifications (identified to the rear yard) to create a play area.
2. **Traffic Engineer to assess trip generation and respond to Trip Threshold for TIA** See attached document prepared by Ken Rencher, Transportation. The threshold for full Traffic Impact Analysis (TIA) is described in Section 60.55.20. of the City Development Code. A professional traffic engineer is to respond thereto. ITE trip use category and all assumptions used for estimating daily trips is to be explained in a written document prepared by the engineer. If the number of daily trips is shown to meet the threshold, a full TIA is to be submitted with the Conditional Use application materials. Copy of the TIA (if necessary) is to be sent to Washington County Land Use and Transportation for review. See contact information (Naomi Vogel) herein.
3. **Plat restrictions in place barring vehicle access from SW Hall Blvd.** See attached comments prepared by Ken Rencher, Transportation. The combination of existing traffic volume, plat restrictions, and existing lane configurations, preclude any direct access from SW Hall Boulevard. Even a restricted access to Hall (right-in / right-out) is discouraged and does not appear to be a viable option for this site. Staff notes that SW Hall Boulevard is heavily congested during most peak periods of traffic.
4. **Parking Analysis** Required parking is found in Section 60.30.10.5 of the Development Code. Minimum required parking for Middle and Elementary Schools is 1 space for every Full Time Employee (FTE). While compliance with minimum parking standards is important, the Planning Commission, per Section 60.30.10.7. of the Development Code, can find that more parking spaces for motor vehicle and bicycles may be required as a condition of Conditional Use approval. Accordingly, staff recommends that applicant prepare written analysis that identifies the on-site parking needs for the school (parking analysis). Parking analysis should account for all ancillary activities occurring on-site during day and evening hours. Parking analysis should not be limited to the minimum parking requirements of Section 60.30.10.5, but should adequately respond to the parking needs associated with all primary and ancillary activities anticipated to occur on-site. Parking analysis is to clarify if parking needs are based on actual enrollment or maximum school capacity. Parking analysis is to identify ancillary activities and time expected to occur during the days of the week.
5. **Identify Drop-Off/Pick-up Area** If drop-off & pick-up area is proposed, Conditional Use site plan should clearly identify area of drop-off / pick-up in addition to a vehicle queuing area, if drop-off/pick-up is proposed. Application narrative for Conditional Use should describe time and day of the week when parents will arrive to the site. See Section 60.50.25.8 of the Development Code where facility may be required to have a driveway for continuous flow of vehicles (this standard only applies to Nursery Schools, Day or Child Care Facilities). Adjusted class times (start / finish throughout the day) are worth exploring and should be identified as part of the Conditional Use - if proposed. If drop-off & pick-up plan is not proposed, staff recommends exploring ideas for short-term parking on-site. For example, some parking might be repurposed as a vehicle queue area that might be intended for short term parking, or an area where a staff member escorts the student to/from the vehicle. This parking area for the building and site has been designed for office use.

6. **Provide Peak Hour On-Site Circulation Plan – Show Parking Availability** See attached comments prepared by Ken Rencher, Transportation. The applicant will need to show that the proposed changes to the site will support safe and efficient circulation patterns for users of all travel modes. The application for Conditional Use also requires the applicant's written response to the Facilities Review approval criteria (Section 40.03 of the City Development Code). Interim use of play area for circulation around the building was discussed.
7. **Identify Outdoor Play Area** Conditional Use application site plan is to clearly identify all outdoor play areas (and improvements). The site plan is to show the boundary of the play area and is to show where fencing is proposed. If outdoor play area is not proposed, the narrative for Conditional Use should explain where and how recreation / recess is provided as part of the school program.
8. **Enrollment & Capacity** Conditional Use application should clearly identify proposal for immediate and future enrollment and capacity. Table/spreadsheet project might be used. Estimates on trip generation (via Traffic Engineer) should be based on future maximum capacity (not anticipated enrollment).
9. **Written response to Criterion No. 5 of Conditional Use approval** Staff recommends that applicant identify uses surrounding the property in the immediate area (a general description) and identify any potential impacts associated with school operation. Potential impacts to surrounding properties may include parking, traffic circulation and noise. In identifying the impact, the narrative should also identify mitigation measures employed. For example, if parking is identified as a potential impact to surrounding properties, staff recommends that the applicant identify private agreements in place or pending (e.g., for additional parking). The agreement should be provided, to explain when the parking would be available.
10. **Change of Occupancy Group required** See attached notes provided by Brad Roast, Chief Building Official. Applicant's response to Facilities Review approval criteria (40.03) should identify necessary changes to the building (a bullet list) to convert interior floor space for E occupancy. Final Certificate of Occupancy to Group E may be required as a condition of Conditional Use approval (e.g., prior to the school beginning operation, these improvements would need to be in-place and inspected).
11. **Notice for Conditional Use may also identify potential floodplain modification**. See comments provided by Site Development – Engineering (staff). 100-year floodplain is located in the vicinity. Staff encourages minimal on-site disturbances of the existing grade / pavement areas. See thresholds identified for storm water quality treatment.

# From Chap. 6 of the Beaverton Comprehensive Plan

## 6.2.3. Goal: A safe transportation system.

### Policies:


- a) Improve traffic safety through a comprehensive program of education, enforcement, and engineering.
- b) Design streets to serve anticipated function and intended uses as determined by the Comprehensive Plan.

### Action:

- *Maintain a functional classification system that meets the City's needs and respects the needs of other agencies including, but not limited to, Washington County, Oregon Department of Transportation, the cities of Tigard, Hillsboro, and Portland, TriMet, Tualatin Valley Fire and Rescue, Tualatin Hills Park and Recreation District, and Metro.*
- c) Enhance safety by prioritizing and mitigating high crash locations within the City.

### Actions:

- *Work with Washington County to periodically review traffic collision and Safety Priority Index System information in an effort to systematically identify, prioritize, and remedy safety problems. The City should continue to expand its collision record evaluation program working cooperatively with Washington County and Oregon Department of Transportation*
- *Implement safety solutions for identified safety issues.*

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- d) Designate safe walkway and bikeway routes from residential areas to schools, parks, transit, and other activity centers.

### Actions:

- *The City should continue to work with Beaverton area schools and the community in developing safe transit, pedestrian, and bicycle routes to schools, and educating users about available routes.*
- *Improvement projects near schools shall consider school access and safety during project development.*
- *The City shall coordinate with Beaverton area schools to notify students when designated routes are affected by construction or other activities.*
- e) Construct multi-use paths only where they can be developed with satisfactory design components that address safety, security, maintainability, and acceptable uses. Multi-use paths should converge at traffic-controlled intersections to provide for safe crossing, and paths should be separate and distant from major streets for most of their length. Mid-block crossings for trails access, such as the Denney Road Fanno Creek Trail crossing, will be considered as appropriate where findings for safety are met and such crossings are approved by the City.

## MEMORANDUM

### Community Development

**To:** Scott Whyte, Senior Planner  
**From:** Ken Rencher, Associate Transportation Planner  
**Date:** August 16, 2017  
**Subject:** PA2017-0045 Arco Iris at Creekside, Pre-Application Review

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This memo includes important transportation-related items that should be addressed in the materials submitted for the proposal noted above. All comments provided here are based solely on the pre-application materials provided. Other issues, applications, or analysis may be identified and or required upon review of the application(s).

**General notes:** The application should address all applicable transportation related criteria found in *Beaverton Development Code* (BDC) Sections 40.03 Facilities Review, 60.05 Design Review Standards, 60.25 Off-Street Loading, 60.30 Off-Street Parking, and 60.55 Transportation Facilities; and standards included in *Beaverton Engineering Design Manual* (EDM) Chapter II Streets, Chapter VII Bicycle and Pedestrian Facilities, and Chapter VIII Standard Drawings. System Development Charges, including the Transportation Development Tax, may apply.

The standards listed above will apply to the site to the extent that the applicant proposes changes to the existing building, walkways, and parking lot. Where no changes are proposed, there is no requirement to remedy built conditions that do not meet current standards.

#### **Summary of existing transportation infrastructure**

The site is bordered by SW Hall Blvd., a five-lane Arterial Street under the jurisdiction of The City of Beaverton, and SW Creekside Place, a Local Street under the City's jurisdiction. SW Hall Blvd. has transit service along this segment.

The existing sidewalk on SW Hall Blvd. lacks a park strip; the existing sidewalk on SW Creekside Pl. appears to conform to current City standards.

SW Hall Blvd has a bike lane and an additional deceleration lane for the right-turn movement onto SW Creekside Pl.

SW Hall Blvd. is heavily congested during most peak periods.

**PLEASE NOTE THE FOLLOWING:**

**In regard to BDC 40.03 Facilities Review Committee:**

40.03.1: This section requires transportation facilities related to the proposed development to be installed and available at the time of the development's completion. Transportation facilities are defined as critical facilities. Pedestrian and bicycle facilities, as well as transit facilities are defined as essential facilities. Essential facilities are expected to be provided prior to occupancy of any new structure.

The applicant will need to show that the proposed changes to the site will support safe and efficient circulation patterns for users of all travel modes. Especially where the applicant proposes to change the entrance of the building, the applicant will need to demonstrate that the internal site circulation system provides safe and efficient movement for users of all transportation modes. Due to existing traffic, plat restrictions, and lane configurations, direct access from SW Hall is not a viable option for this site.

**In regard to BDC 60.05 Design Review Standards:**

60.05.20: Circulation and Parking Design Standards: This section requires pedestrian, bicycle, and motor vehicle connections between the building and the surrounding public circulation systems. Sidewalks in the public right-of-way are required to be at least 6 feet wide along Arterial Streets and internal walkways need to have at least 5 feet of unobstructed width. Pedestrian connections through parking areas are to be physically separated from vehicle parking and parallel vehicle traffic by curbs, landscaping, and trees. Where pedestrian connections cross vehicle travel paths, the walkways and sidewalks are to be paved with scored concrete or modular paving material. The City is open to alternative pavement treatment options, but does not endorse merely painting stripes on a parking lot surface as a way of differentiating the pedestrian pathway from the vehicular pathways. Again, however, where no changes are required or proposed to the existing site, the existing condition may remain in place.

If the school decides to keep the paved access around the rear for vehicle circulation and install temporary gates or barriers to make the space available for play area, the submitted plans will need to show enough details for staff to evaluate the safety of the proposal.

**In regard to BDC 60.30 Off-Street Parking Standards:**

60.30.10: Number of Required Parking Spaces: This section sets forth the minimum and maximum number of vehicle parking spaces and the minimum number of bicycle parking spaces, based on the size and type of the proposed development. Schools require 1 parking space for each employee. Existing parking above the minimum parking may be allowed to be converted to vehicle maneuvering room or outdoor play areas, as needed.

For a school of this size, at least 50 long-term bicycle parking spaces. Bike parking spaces should be at least 2 feet from a building wall. The racks should be at least 30 inches wide by 36 inches high. Decorative racks are allowed, provided they are functional. Short-term spaces should be as close to the main entrance as possible. Long-term spaces are intended for schools do not need to be covered, but they do need to be well-lit and in a safe location. Long-term bicycle parking can also either be within a secure, lighted enclosure, individual bike lockers, or within the building if adequate signage is provided.

## **In regard to BDC 60.55 Transportation Facilities:**

60.55.20 Traffic Impact Analysis (TIA): A TIA will be required. The applicant will need to have a traffic engineer provide the trip generation data. The applicant should refer to BDC 60.55.20 for the analysis threshold, study area, and content requirements and the trip generation analysis should be based on data from *Trip Generation, 9th Edition* published by the Institute of Transportation Engineers for the applicable land use codes. Prior to commencing the TIA work, the applicant's traffic engineer should contact the City to coordinate the scope and assumptions of the analysis. After receipt of the scoping memo, staff will contact the applicant's traffic engineer to discuss any needed modifications and approve commencement of work. Please note: *The TIA will not be accepted without prior approval of the written scope of work.*

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## **ONLINE RESOURCES**

### **Online resources:**

- A. Beaverton Development Code: [www.BeavertonOregon.gov/dc](http://www.BeavertonOregon.gov/dc)
- B. Beaverton Engineering Design Manual: [www.BeavertonOregon.gov/edm](http://www.BeavertonOregon.gov/edm)
- C. SDC Fee Schedule: [www.BeavertonOregon.gov/Building](http://www.BeavertonOregon.gov/Building)  
<http://www.beavertonoregon.gov/DocumentCenter/Home/View/605>
- D. Washington County TDT:  
[www.co.washington.or.us/LUT/Divisions/LongRangePlanning/PlanningPrograms/TransportationPlanning/transportation-development-tax.cfm.gov/edm](http://www.co.washington.or.us/LUT/Divisions/LongRangePlanning/PlanningPrograms/TransportationPlanning/transportation-development-tax.cfm.gov/edm)

## Scott Whyte

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**From:** Brad Roast  
**Sent:** Monday, August 14, 2017 10:03 AM  
**To:** Scott Whyte  
**Subject:** Preapp Notes: ARCO Iris School, PA2017-0045

The proposed project shall comply with the State of Oregon Building Code in effect as of date of application for the building permit. This currently includes the following: The 2012 edition of the International Building Code as published by the International Code Conference and amended by the State of Oregon (OSSC); The 2009 edition of the International Residential Code as published by the International Code Conference and amended by the State of Oregon (ORSC); 2012 International Mechanical Code as published by the International Code Council and amended by the State of Oregon (OMSC); the 2012 edition of the Uniform Plumbing Code as published by the International Association of Plumbing and Mechanical Officials and amended by the State of Oregon (OPSC); the 2014 edition of the National Electrical Code as published by the National Fire Protection Association and amended by the State of Oregon; and the 2012 International Fire Code as published by the International Code Council and amended by Tualatin Valley Fire and Rescue (IFC).

Building with Group E (Educational Occupancies) with an occupant loads of greater than 250 are required to meet OSSC Section 1604.5 Risk Category III.

Please note our plan review turnaround times are typically: Interior Alterations for Commercial/Multi-family Buildings (Tenant Improvements) - three weeks from the date the complete application is received until the plan review begins. Plan reviews take one to five days, depending on the complexity of the project. After completion of the review, a plan review letter is provided with any items needing additional information/clarification or change. Once a response to the plan review is received, it takes one-five days for a review of the responses. If the responses are complete and the plan review items are correct, the plans and permit can be approved. All of the plan review time estimates can change with the volume of plan/permit activity, especially during peak construction months.

Projects involving new buildings and additions and/or change of occupancy are subject to System Development fees. A list of the applicable fees is available at the Building Division counter or may be printed from the Forms/Fee Center at <http://www.beavertonoregon.gov/PermitFormsFees>.

Addition of plumbing fixtures may require payment of sanitary sewer system development fees (credit is given to plumbing fixtures that are removed).

The building code plans review can run concurrent with the Design Review (DR) and site development review. Applications/plans for building permit/plan review can be submitted at any time during the entitlement process; however, permits cannot be issued until applicable approvals (Planning, Site Development, etc...) have been received and the Site Development permit has been issued.

The proposed alterations to the building shall be accessible to persons with disabilities. (Section 3411, OSSC)

Sincerely,

**Brad Roast**  
Building Official | Building Division

PRE-APPLICATION CONFERENCE  
MEETING SUMMARY  
Development Engineering Issues

CITY OF BEAVERTON  
Public Works Department  
Site Development Division  
12725 SW Millikan Way, 4<sup>th</sup>  
Floor  
PO Box 4755  
Beaverton, OR 97076  
Tel: (503) 526-2552  
Fax: (503) 526-2550  
www.BeavertonOregon.gov



PROJECT SITE OR NAME: Arco Iris Charter at Creekside, 8205 SW Creekside Place  
PRE-APPLICATION CONFERENCE NUMBER: PA2017-0045

Date: August 9, 2017

- Prepared by: Naomi Patibandla, Engineering Tech 2—Site Development Division  
Ph: 503.526.2513 npatibandla@BeavertonOregon.gov fx: 503.526.2550
- ✓ For more detailed information regarding existing utilities, topography, and geographical information, necessary for preparation of various applications call 503.526.2342 or submit a request online at: <http://apps.beavertonoregon.gov/forms/ABSubmit.aspx>
  - ✓ Public utilities (water, sanitary sewer, storm drainage) must be brought to, through, and along all public street frontages to serve this site upon development and to facilitate future adjacent development. REFERENCE CITY OF BEAVERTON ENGINEERING DESIGN MANUAL AND STANDARD DRAWINGS (Ordinance 4417) AND CLEAN WATER SERVICES STANDARDS (CWS R&O 2017-05)

**GENERAL NOTES:** With any land use application, a Clean Water Services (CWS) Service Provider Letter is required; contact information is on the next page.

The City is the water, sanitary sewer and storm drainage provider for the site.

The site is encumbered by a Federal Emergency Management Agency (FEMA) designated 100-year floodplain and floodway adopted by FEMA on November 4, 2016. The 100-year flood elevation as currently mapped, is at 178.50 ft NAVD-88.

For substantial improvement to the existing building, the plans or other submittals must document how the building is elevated or entire structure is dry-flood proofed per FEMA definitions. An improvement of more than 50 percent value to the existing building (\$1,062,720.00) would be considered a substantial improvement. In the case of not meeting the threshold of a substantial building improvements to the existing building, per FEMA definitions, the plans or other submittals must document how any building renovations (include improvements over the past 7 years and any new or altered elements) can be constructed as flood damage resistant (wet-flood proofing). This determination must be made by both the architect of record and a certified floodplain manager (CFM) hired by the applicant. The floodplain regulations are found in Chapter 60 of the City Development Code, Chapter 9.05 of the City Code, and Chapter 5, Section 5.10 of CWS Resolution and Order 2017-05.

If more than 1000 square feet of ground disturbance is proposed on a lot, then a storm water report prepared by a professional engineer will need to be included with the land use application. It would need to include documentation of feasible compliance with CWS Resolution and Order 2017-05 in regard to water quality treatment. Specific criteria for various water quality facility types are found in Chapter 4 of the Clean Water Services Standards. LIDA (low impact development approaches) for storm water management are encouraged to meet water quality requirements. LIDA is covered in Section 4.07 and the CWS LIDA Handbook.

Erosion Control best management practices are required for any soil disturbing construction.

It is recommended a finish floor elevation and floodplain certificate be obtained from a licensed surveyor. Any affected overhead power and communication services to the site must be removed and reinstalled underground.

**GENERAL NOTES: SITE ENGINEERING ISSUES**

Prepared by Naomi Patibandla, Eng Tech 2

CITY PERMITS required for work as proposed or likely to be needed	<input type="checkbox"/> CITY SITE DEVELOPMENT PERMIT Contact: Sheila at 503.526.3724 <input type="checkbox"/> Floodplain, floodway, or wetland modification <input type="checkbox"/> SINGLE LOT GRADING PERMIT Contact: Sheila Martin at 503.526.3724	<input type="checkbox"/> CITY RIGHT OF WAY PERMIT Contact: Bonnie at 503.526.2552 <input type="checkbox"/> STREET CUT MORATORIUM for <input checked="" type="checkbox"/> BUILDING PERMIT w/ Erosion Control <input checked="" type="checkbox"/> Site Plumbing Permit for private utilities Contact: Bldg Counter at 503.526.2401
WATER SERVICES AREA AND ISSUES	<input checked="" type="checkbox"/> CITY OF BEAVERTON SYSTEM Contact: David Winship at 503.526.2434 <input checked="" type="checkbox"/> 410 HGL <input type="checkbox"/> 525 HGL <input type="checkbox"/> Other/split Zone <input type="checkbox"/> TUALATIN VALLEY WATER DISTRICT Contact: Ryan Smith at 503.848.3057	<input type="checkbox"/> WEST SLOPE WATER DISTRICT Contact: Michael Grimm at 503.292.2777 <input type="checkbox"/> RALEIGH WATER DISTRICT Contact: Matt Steidler at 503.292.4894
OTHER PERMITS and approvals required for work as proposed or likely to be needed	<input type="checkbox"/> WASHINGTON COUNTY For work within, access, or construction access to NOTE: Storm and sanitary sewers in County roads inside City limits are City owned and maintained. Some street lights on County roads are City owned.	<input type="checkbox"/> Facilities and Access Permits Contact DLUT Staff: 503.846.8761 <input type="checkbox"/> Right of Way Permits Contact: Operations Staff at 503.846.7620 <input type="checkbox"/> Utilities Permits Contact: Operations Staff at 503.846.7623
	<input checked="" type="checkbox"/> OREGON DOT (Dist. 2B Sylvan-Office) For work within, access, or construction access to Hwy 217 <input checked="" type="checkbox"/> Contact: Steve Schalk at 971.673.1343 <input type="checkbox"/> Drainage Contact: Jim Nelson at 971.673.2942	<input type="checkbox"/> OREGON DOT (Salem Office) Rail/Street Crossings <input type="checkbox"/> Contact: Carrie A. Martin at 503.986.6801 Carrie.a.martin@odot.state.or.us
	<input checked="" type="checkbox"/> CLEAN WATER SERVICES DISTRICT <input checked="" type="checkbox"/> Site Assessments/Service Provider Letters Wetlands/Creeks/Springs/Connection Permit Contact: Laurie Bunce at 503.681.3639 SPLReview@cleanwaterservices.org <input type="checkbox"/> DEQ 1200-C EROSION CONTROL PERMIT Contact: Bonnie Collins at 503.526.2552 (Permit application to City for CWS & DEQ) FOR DISTURBANCE OF +5 Acres	<input type="checkbox"/> Connection to CWS Trunk Sewer (>21" dia) Contact: Permit Staff at 503.681.5100 <input checked="" type="checkbox"/> Source Control Permit (all non-residential) Contact: Clayton Brown at 503.681.5129 <input type="checkbox"/> US ARMY CORPS OF ENGINEERS Contact: Michael LaDouceur at 503.808.4337 <input type="checkbox"/> OREGON DEPARTMENT OF STATE LANDS Contact: Russ Klassen at 503.986.5244
	<input checked="" type="checkbox"/> MUST UNDERGROUND EXISTING OVERHEAD UTILITIES ON SITE AND NEW SERVICES <input type="checkbox"/> May be eligible for fee in lieu of undergrounding—see Dev. Code, Section 60.65.20-25	<input type="checkbox"/> DEQ Letter of "No Further Action" NFA or other documentation concerning soil and/or groundwater contamination on this property and clearance allowing new construction. Contact: applicable Oregon DEQ staff

**GENERAL NOTES: SITE ENGINEERING ISSUES**

Prepared by Naomi Patibandla, Eng Tech 2

SITE SURFACE & STORM WATER ISSUES	<input checked="" type="checkbox"/> MAPPED FEMA FLOODPLAIN <input checked="" type="checkbox"/> Map Number 41067C0533E <input checked="" type="checkbox"/> Level of 100 Year Flood in vicinity of the site: 178.50 NAVD-88 <input type="checkbox"/> Cut and fill grading balance required. <input checked="" type="checkbox"/> Must flood proof* non-residential buildings OR <input checked="" type="checkbox"/> Certified minimum finish floor required <input checked="" type="checkbox"/> 1foot <input type="checkbox"/> 2 feet above base flood elevation. <input type="checkbox"/> SEPARATE FLOODPLAIN MODIFICATION PUBLIC NOTICE REQUIRED PRIOR TO SITE DEVELOPMENT PERMIT and BUILDING PERMIT ISSUANCE with a 10 DAY APPEAL PERIOD. *ASCE/SEI 24-05, 2011 OSSC (2009 IBC) Appendix G (Flood Resistant Construction)	<input type="checkbox"/> UNMAPPED FLOOD HAZARD AREA A flood study is required for this development application <input type="checkbox"/> GEOTECHNICAL REPORT REQUIRED <input checked="" type="checkbox"/> STORM WATER FACILITIES REQUIRED <input type="checkbox"/> Winter Storm Detention (quantity) <input checked="" type="checkbox"/> Summer Storm Treatment (quality) <input checked="" type="checkbox"/> REQUIRES IMPERVIOUS SURFACE INVENTORY <input checked="" type="checkbox"/> POSSIBLE FEE IN LIEU OF: <input checked="" type="checkbox"/> Detention (quantity) <input type="checkbox"/> Treatment (quality) must justify using CWS criteria in DR/Land Application submittal



## PRE APPLICATION CONFERENCE ATTENDANCE

PRE APP NO: PA2017-0045

DATE: 08/09/2017

PRE APP NAME: ARCO IRIS CHARTER AT CREEKSIDE

<u>NAME</u>	<u>Representing ADDRESS</u>	<u>PHONE</u>
Scott Whyte	City of Beaverton - Planning	(503) 526-2652
JOSH BEAN	ARCO	(503) 222-5100
Christa Billings	Arco Iris	503-539-9158
Laurie Simpson	Connect Architecture	503-367-8057
Becky Schiefelbein	Arco Iris	503-481-9727
JIM DUGGAN	CITY PUBLIC WORKS	503 526 2442
Naomi Patibandla	Site Development	503-526-2513
BRAD ROAST	COB	503 526 2524
Ken Rencher	City-Transportation	503- <del>526</del> 526-2427
Tristan Wear	Site Development	503-350-4059
Travis Goddard	City - Planning	503-526-2557
Seth Brumley	ODOT	503-731-8234
Brian Davis	LaneCo	503-248-0913

Updated 7/17

January 23rd Community Meeting, Pre-meeting contact:

1. Call from Jan Staley (971-226-3745) Had positive reaction to a charter school there, and asked if there would be a need for a full or part time art teacher. May attend community meeting, though doesn't live in Greenway NAC

## **Responses to Pre-Application Notes - PA 2017-0045, on August 9th, 2017**

Starting on Page 3 of the application notes:

### **APPLICATION FEES:**

\$4871

### **SECTION 50.30 (NEIGHBORHOOD REVIEW MEETING):**

A neighborhood review meeting was held at 6:30 pm on Tuesday, January 23rd, at our current school location at 13600 SW Allen Boulevard. The red notice sign was placed at 8205 SW Creekside Place on Thursday, December 28th, and notice letters were mailed the same day. The meeting was attended by two people other than Arco Iris representatives. Because of the low attendance we requested time at the following Greenway NAC meeting held on Thursday, February 15th to introduce our school and project to neighbors in attendance. A copy of the mailed letter, address mailing labels provided by the city, and meeting minutes is attached here.

### **CHAPTER 40 (PERMITS AND APPLICATIONS):**

Chapter 40 answers attached, including responses to 40.03

### **APPLICABLE APPLICATION TYPES - The following are attached:**

1. New Conditional Use, Threshold #1, Code 40.15.15.3
2. Design Review Compliance Letter, Threshold #1, 'g', Code 40.20.15.1
3. Loading Determination, Threshold #2, Code 40.50.15.1

### **CHAPTER 60 (SPECIAL CONDITIONS):**

Chapter 60 answers attached including sections: 60.05, 60.10, 60.25, 60.30, 60.55

### **COMPREHENSIVE PLAN COMPLIANCE:**

See attached document with heading "Comprehensive Plan Compliance Answer" for the answer to this staff recommendation and items identified by applicant.

### **OTHER DEPARTMENT/AGENCY CONTACTS:**

**Clean Water Services** - The Sensitive Area Pre-screening Site Assessment is included with application documents, titled 'Clean Water Services Sensitive Area Pre-screening Site Assessment'. As indicated on the assessment, Clean Water Services granted the service provider letter. Also, a Source Control Permit is not required for our use as per a conversation with Mark Bongen of Clean Water Services.

**Tualatin Valley Fire & Rescue** - Plans reviewed, no comment.

**Building, City of Beaverton** - Our responses to comments are as follows:

- The buildout plans for this building will comply with all applicable building codes in place. Our architect has worked on numerous school projects and understands the

code issues that are triggered from a change of occupancy permit. Key issues have already been identified and noted in early phase architectural plans to ensure that this building can accommodate those requirements and to allow for an accurate construction bid process.

- Group E occupancy requirements related to OSSC Section 1604.5 Risk Category III have been thoroughly investigated and addressed by Wade Younie and staff, structural engineers with DCI Engineering. Their preliminary engineering drawings and notes have been used in a bid process with potential contractors and are attached to this application.
- Existing property complies with ADA requirements. All tenant improvements will also comply with all ADA requirements and will be indicated in construction documents.

**Operations, City of Beaverton** - Plans reviewed, no comments.

**Site Development, City of Beaverton** -

- No ground disturbance is currently planned.

**Transportation, City of Beaverton** - Our responses are written primarily in chapter answers, in the body of the transportation engineer's TIA report, and below:

- a. Proposed changes to the parking lot are limited to striping/painting to accommodate the drop off and pick up procedure and adding a pedestrian connection from the building to Creekside Place.
- b. The entrance to the building will not change. A method of dropping students off at school has been designed that is safe and efficient, and will effectively pull cars off Hall Boulevard. This method does not involve vehicle circulation around the building, though that circulation route will be maintained to allow for fire truck access. The play area in the back of the building will be blocked by cones rather than a locking gate.
- c. No changes are proposed to our access to Hall Boulevard, such as new vehicle access or any other new connections.

**Washington County LUT** - will review transportation study if required by city.

## **KEY ISSUES/CONSIDERATIONS:**

### **1. Applications.**

- a. Conditional use application, Type III, is attached.
- b. Neighborhood meeting was held on Tuesday, January 23rd, at 6:30, according to required procedure, with sign placement and letter mailing on December 28th. Meeting notes attached.
- c. Loading Determination application attached to request modification of the standard. One B berth space exists, but will be rendered useless with our installation of a deck to allow student movement from multi-use/gym space to rear play area.

- d. Design Review Compliance Letter is attached and describes minor modification to the rear of the property to add a play space and to allow safe movement from the rear of the building to the play space.
- 2. Traffic engineer to assess trip generation and respond to trip threshold for TIA.**
- 3. Plat restrictions in place barring vehicle access from SW Hall Boulevard.** Notes reviewed and restrictions understood. No vehicle access on to or off of Hall Boulevard is being requested. A safe and efficient vehicle traffic pattern for drop-off/pick-up procedure has been proposed and is described and illustrated in other sections, including chapter 60 answers.
- 4. Parking analysis.** Existing parking includes 102 standard spaces and 4 handicap spaces. The vehicle turnaround for drop off and pick up will eliminate 6 parking spaces. In addition we are proposing removing the 6 parking spaces under the covered awning at the rear southeast corner of the building as this will potentially be a high student circulation area during recess. This brings the total parking spaces to 94. Beginning with parking requirements for our usage, Chapter 60.30.10.2.A calls for a minimum number of 33 parking spaces and a maximum of 49. At full enrollment, which we anticipate achieving within 5 years of occupying this building, we will have between 31 and 33 FTE. Moving on to our parking needs that fall outside of those guidelines there are several activities to be considered.

During school hours:

1. Parent volunteers assist teachers and staff and work on special projects throughout the day. Using current sign in sheets as a guideline an estimate of 10 to 30 parents will be at the school during the day, at various times of the day, and typically for short (one to two hour) periods of time. Having more than 10 parents at the school at one time would be unusual.
2. PTO meetings are held one day a week, beginning 15 minutes after the start of the school day. Currently attendance is between 5 and 10 parents, with 5 PTO staff. Anticipated future attendance will be between 10 and 20 parents, with 5-7 officers.
3. Field trips will happen 18 times during the year (2 field trips per grade level during the year) which will use parent chaperones of 8 to 10 per trip. Those vehicles will be parked at the school for most of the school day during field trips.
4. Grade-specific assemblies: Even though we won't have large assemblies on site, we host an ambassador award assembly for both classrooms of a few grades twice a year where a handful of students from each class are awarded. Parents of the awarded students are invited to attend, which would result in 25 to 30 vehicles needing parking if we have full parental attendance.
5. Parent parking just after pickup: Many parents with flexible schedules like to stay at school immediately after pickup when the weather is nice to allow the kids to play with friends. These parents will park at the end of the school day rather than drive through pick up. Based on current numbers

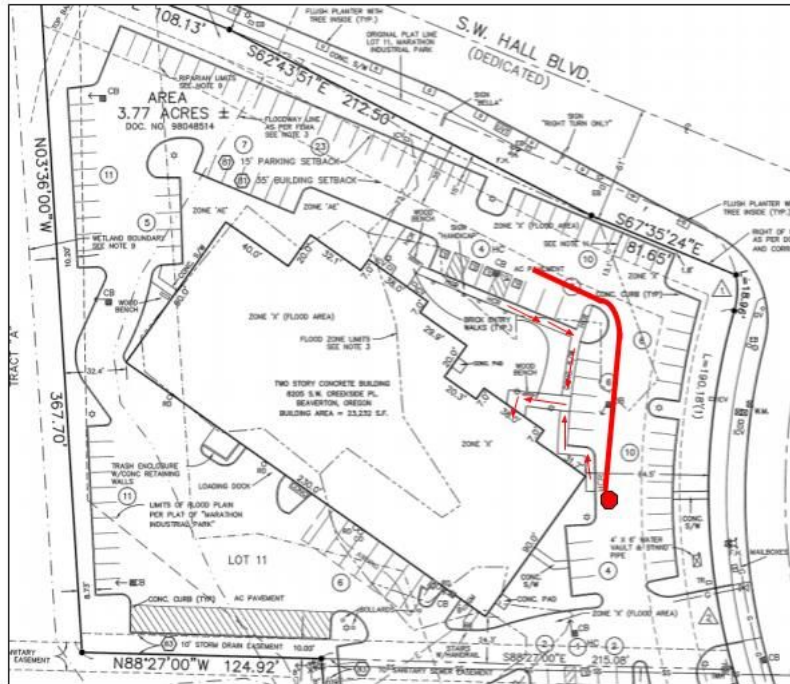
and factoring in future growth we could have 30 to 40 vehicles parking for this.

After school hours:

1. After school care (called Buenas Tardes) will have projected future attendance of 25 to 40 children per day, with some children being siblings. Parents pick up their children at varying times beginning about half an hour after the school day ends and finishing at 6:00 pm when the care program closes. We anticipate around 5 cars at a time to be the greatest number for this purpose.
2. After school enrichment classes are offered every day after school and depending on the program these have enrollments of approximately 10 to 20 students, with some sibling enrollment being common. These programs last 45 minutes to one hour and begin 15 minutes after the school day ends. One or two programs are offered per day, meaning 10 to 30 cars could be at the school at one time approximately one hour after the school day ends. At this time, several staff and teachers will have already left.
3. Board meetings are held one evening per month and are attended by our 9 board members, the principal, and PTO president. Parent attendance is typically zero to 5.
4. The school is planning to explore the possibility of renting the gym space to area adult recreation leagues that meet in the evenings as an added source of revenue. If this turns out to be feasible the timing of this use will be well after all school activities have ended.
5. Weekend activities are not planned.

In addition to the 33 parking spaces required for the school FTE this analysis indicates an additional 40 parking spaces would be adequate to accommodate other daytime and after school uses. The maximum parking spaces of 49, plus additional 40 proposed in this analysis equals 89 spaces, 5 spaces less than the 94 we will have. We request the 94 spaces be approved, as we will be discouraging parking in the 11 spaces along the rear western property line because of its proximity to the play area. If a reduction to 94 spaces is required, we propose eliminating those same 11 parking spaces along the western property line just mentioned.

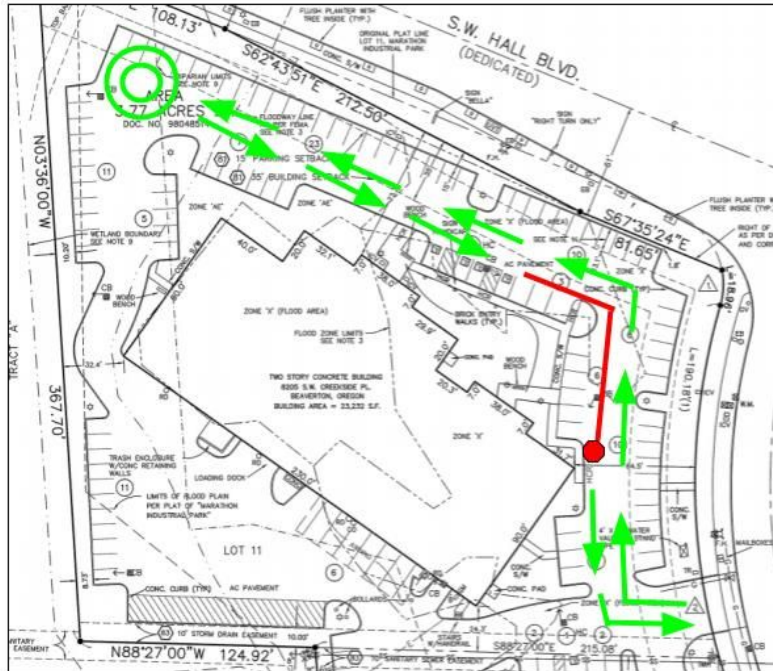
5. **Identify drop-off/pick-up area.** The drop-off/pick-up area is in front of the building's main entry, near the driveway coming off Creekside Place, where a sidewalk connects the main entry to the parking lot. This is indicated by the solid red line and stop sign on image below. Students will follow the sidewalk to the main entry as indicated by the red arrows. As cars move forward, the first car will stop where indicated and all cars within that red line area will release the students in their cars, then exit the parking lot. The line of cars will move forward with the first car stopping again at the stop indicated on the image, repeating the procedure.



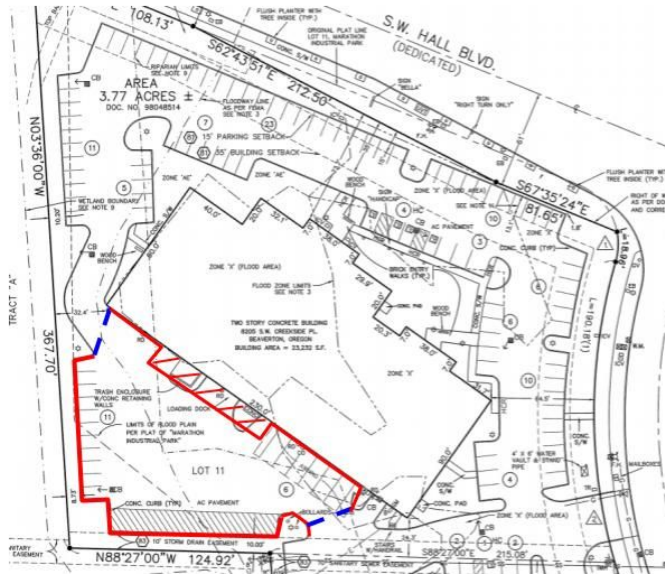
**6. Provide peak hour on-site circulation plan - show parking availability.**

Traffic will enter the driveway off Creekside Place, pull in to the parking lot bypassing the main entry, turn around in striped turnaround that will be added farther into the parking lot, replacing 6 parking spaces, and return to the main entry sidewalk that faces Creekside Place. All cars stopped on the main entry side of Creekside Place will drop off the kids in their cars, move on, and allow the next group of cars to pull up and do the same. This stop-drop off area is indicated by the solid red line, which corresponds to the solid red line in the drawing for answer number 5. Staff will direct this process daily, and stop traffic if needed for access to ADA parking. The circulation pattern is indicated in the image below, along with photos of the pavement marking we would emulate, which is currently in use at Wilson High School in Portland, photo examples below. Available parking during this time will be just beyond the circular turnaround, and any available space along the drop off staging area.





7. **Identify outdoor play area.** The play area is in the parking lot at the back of the building in a triangular area bordered by the building and the two curbs at the end of the asphalt area. See image below for outline of play area. The blue dashed lines indicate where vehicle access will be blocked off using cones or chains attached to bollards during normal school operating hours. The red bump out with hash marks at the back of the building indicate the approximate placement of a deck with railing that will bridge the opening of the loading door from our multi-use/gym area to the outside play area. The school anticipates eventually installing a permanently attached play structure toward the back corner of the triangular play area, leaving space for a drive lane available for fire truck access. At this time there is no room in the budget for a play structure and a fundraising effort will be started once school begins in this building, with a target of 18 to 24 months before being able to begin the play structure design and application process. No fencing is planned.



8. **Enrollment & capacity.** Enrollment at the time of move-in will be approximately 375 students, along with 25 FTE. We project reaching full enrollment within 5 years. Our current plan is to operate with 27 students per classroom, but are applying for occupancy based on 28 students per classroom in the case that finances require the extra enrollment. Based on 28 students per classroom, with two classrooms per grades K-8, our full enrollment will be no more than 504 students, along with 31-33 FTE. Our allowed occupancy of this building is 1185 per chapter 10 of the building code. Our projected capacity is 562, based on a maximum enrollment of 504 students, maximum FTE of 33, and the potential presence on site of 2 to 25 parents depending on activity, meeting, or volunteer project.
9. **Written response to criterion #5 of conditional use approval.** Uses in the immediate area are office with several office buildings to the southeast of this building in same business park along Creekside Place, retail/restaurant directly across Hall Boulevard with several small businesses and a few restaurants, Fanno Creek and Fanno Creek trail just to the northwest and behind this building. Potential impacts are:
  - a. Traffic - clearly our operations in this building will bring in additional vehicle traffic on school days, with afternoon traffic occurring before evening rush hour, but morning traffic for student drop off happening during morning rush hour. Mitigation is planned to help relieve the impact of this extra traffic. This includes having a long vehicle staging distance in our parking lot allowing cars to come off Hall and Creekside Place into our parking lot, ending with a length of space for students to exit multiple cars at one time. This plan mimics our current drop off procedure at Beaverton Christian Church which works extremely well and efficiently keeps cars moving. To keep traffic moving efficiently out of the school and not impact morning rush hour we are proposing a right-turn-only requirement leaving our parking lot on to Creekside Place. From there, vehicles can turn left on Nimbus where they can take advantage of the traffic signal there to head northwest on Hall if needed. Our school promotes carpooling and we have been operating a private carpool map for 5 years now, which has resulting in most of our families coming to value and rely

on the flexibility and convenience of carpooling, reducing the number of vehicles. Many families take advantage of our before and after school care, currently averaging 26 students each morning. At full enrollment we project this number will increase to a daily attendance of 42 students who will be arriving before morning drop off begins. Also, our school day begins at 8:30, with drop off beginning at 8:15 when traffic is beginning to ease. A TIS report is included with this application as well.

- b. Parking - The existing parking area is adequate for our needs with no mitigation required for our use. Parking minimums and maximums calculated and described in answers to 60.30.10, as well as #5 of this document, including an analysis of additional parking needs. This building will not have space for assemblies or large gatherings and as such the school plans to continue hosting future assemblies as we host them currently by renting space elsewhere. We currently host assemblies in the large sanctuary space at Beaverton Christian Church, and we have set up an account with the Beaverton Central Library to rent the auditorium there as needed. However, to account for the potential need for a large number of parking spaces for a special evening event we have discussed a parking agreement with the neighboring building (8205 SW Creekside Place) owner, who is also the current owner of this building. Unfortunately, this owner is now in contract to sell all buildings that they own in Oregon, including the building next door, with a closing date of 7/31. We will negotiate an agreement with the new owner of the 8205 property after that closing, which coincides with our closing date.
- c. Noise - There will be an increased level of noise during outdoor recess times that will happen daily weather permitting. Two sides of this property have a thick natural brush and landscape area created by the bank of Fanno Creek that will help mitigate sound traveling in those two directions. The building, and road noise of Hall Boulevard will mitigate noise traveling toward that direction. The one direction noise may travel will be toward the 8205 Creekside Place building, but to a side of the building where garbage and utilities are located, with non-opening windows and no pedestrian areas, and is not the main entry side. Our students are already accustomed to our recess rule not allowing screaming or yelling, and this rule will continue.

**10. Change of occupancy group required.** This project requires a change of occupancy FROM group 'B' (medical office), 'M' (retail showroom), and 'S' (furniture storage), TO group 'E' (school), 'B' (support offices and admin), and 'A-3' (multi-use space). Occupant load exceeds 250 and Risk Category III requirements will be met. Structural engineering plans included with this application that describe measures that will bring the building up to seismic code for this occupancy.

**11. Notice for conditional use may also identify potential floodplain modification.** No disturbance of existing grade is planned. Pavement disturbance will be extremely minimal to accommodate new garbage enclosure and small deck at the rear of the property to bridge the distance from the loading bay door to the ground level.

As a charter school our students are allowed to enroll from any location in the Beaverton School District and therefore transportation and traffic impact have been a factor in each of our three leased locations in the past eight years since our school began. We have a history of putting plans into practice that help to manage traffic and safety concerns both by the city and by our school board. Our goal as we move in to a permanent school location is to extend our strong school community into the community around us, and become recognized as a good neighbor. The traffic we generate is a consideration and we believe the systems we have in place now, along with our observance of city and county requirements, will prevent having a negative impact on the transportation system.

These points address the goals of 6.2.3 of the Comprehensive plan:

1. The streets that border this building, Hall Boulevard and Creekside Place, are both engineered to be safe and accessible. Hall Boulevard has 4 lanes, a center turn lane, and bike lanes on both sides. Creekside Place is two lanes with a center turn lane. Both roads are curbed, with sidewalks, ramps, lighting, and are in good repair.
2. The pedestrian connections in to the neighborhoods near us are excellent and uniquely suited to school access. The Fanno Creek trail connects into the residential areas nearby in several places, and a pedestrian crossing with a traffic signal is already in place across Hall Boulevard at the western border of this parcel. The sidewalk along this building is connected to the pedestrian crossing and Fanno Creek Trail.
3. Our school is already in talks with THPRD to establish a relationship with them in maintaining and cleaning the creek and trail area near our school through student volunteer commitment.
4. The proposed student drop off and pick up pattern mimics the process we follow at our current location at Beaverton Christian Church which has been successful in keeping traffic off the road and in our lot for our five years there. Vehicle traffic will come off of Hall and Creekside and in to our lot where they will pass the school entrance, enter a turnaround, and pull back up to the main school entry where multiple cars will drop off at one time before leaving the lot. This drop off and pick up process is described and illustrated in the Chapter 60 answers.
5. Beginning in our 3rd year of operation the school has facilitated carpooling by managing a private carpooling map that plots family addresses so that other families can connect with others that live along their route. Most families participate in carpooling, greatly reducing our vehicle count.
6. We will commit to educating our families and to continually enforce any policy or traffic changes or requirements by the city or county.
7. As it would benefit our students and families just as it would the community around us, we are eager to work with the city on maintaining safe pedestrian routes and efficient vehicle patterns.

The following answer is specifically related to 6.2.3 policy d) called out in the pre-application notes: One of the bigger attractions of this building as a potential school during our real estate

search was the proximity to features that would be considered safe walkway and bike routes. Our team in fact walked from the building to Fanno Creek trail, Fanno Farmhouse, and the WES stop all nearby to explore how easy and safe these would be for our students. Immediately to the west of this parcel is Fanno Creek and Fanno Creek Trail, which would be accessed from the existing sidewalk along Creekside Place, then Hall Boulevard. Fanno Creek Trail then connects to the residential neighborhood to the southwest of this building with many connectors. The sidewalks and trail are in good repair and safe. In addition, there is a lighted pedestrian crossing connecting Fanno Creek Trail on either side of Hall Boulevard right at the property line for this parcel, giving safe walking or biking access to the residential area on the north side of Hall. In the other direction from this building is a WES train stop, less than half a mile away, and accessed by sidewalks that are also in good repair. Our goal is to utilize light rail transit for student field trips whenever possible. These routes in to the residential neighborhoods around this property will be mapped in an informational document that will be posted on the school website, shared with parents, and included in the student/parent school handbook.

**Ken Rencher Memorandum, page 9:** All comments and standards observed, with answers included in appropriate areas of this application. One point in this memorandum, the requirement for 50 bicycle parking spaces, will be answered with a hardship application included in these application documents, to reduce the number to 20.

**Brad Roast Memorandum, page 12:** All comments and standards observed. OSSC section 1604.5 Risk Category III requirements will be met and are addressed by structural engineer's plans included with application.

**Development Engineering Issues:**

1. Site Development: Existing utilities serve the site's needs. A service provider letter, by way of a Sensitive Area Pre-Screening Site Assessment from Clean Water Services is included with this application. A flood elevation survey was performed on this property that showed the FEMA elevation numbers to be off by over 3 feet, bringing the building's finished floor elevation more than 1 foot above BFE. Flood elevation survey is included with this application. A minimal amount of asphalt will be disturbed, well below 1000 square feet, in order to install a pedestrian connection across the parking lot, garbage enclosure, and small deck at the rear of the building, as noted on site plan.
2. City Permits: building permit and plumbing permit to be applied for.
3. Water Services: Two fire hydrants exist at this property. Both were tested and meet flow requirements. Flow test report included with application documents, titled 'Fire Hydrant Flow Test'.
4. Other Permits:
  - a. Oregon DOT: Seth Brumley from ODOT attended the pre-application meeting. He spoke with our traffic engineer after the meeting and ODOT is not placing any requirements on the school and is deferring to City review.
  - b. Clean Water Services: A service provider letter, by way of a Sensitive Area Pre-Screening Site Assessment from Clean Water Services was granted and is included with application documents and is titled 'Clean Water Services Sensitive

Area Pre-screening Site Assessment'. Source control permit not required for our usage per Clean Water Services department.

- c. Underground utilities: Utilities already underground. No development planned for added utilities.
  - d. Site soil surface and stormwater issues: Impervious Surface Area Inventory is included with application documents, titled 'Impervious Surface Area Inventory'.
5. Site Soil, Surface & Storm Water Issues:
- a. Floodplain mapped on ALTA survey. Flood elevation survey performed that shows finished floor elevation to be 1.8 feet above BFE. Flood elevation survey included with application documents, titled 'Flood Elevation Survey'.
  - b. No additions to impervious surface and therefore no summer storm treatment needed.
  - c. Impervious Surface Area Inventory is included with application documents, titled 'Impervious Surface Area Inventory'.



# Oregon

Kate Brown, Governor

## Department of Transportation

Region 1 Headquarters  
123 NW Flanders Street  
Portland, Oregon 97209  
(503) 731.8200  
FAX (503) 731.8259

8/18/17

ODOT #7878

## ODOT Pre-Application Response

<b>Project Name:</b> Arco Iris Charter at Creekside	<b>Applicant:</b> Connect Architecture
<b>Jurisdiction:</b> City of Beaverton	<b>Jurisdiction Case #:</b> PA2017-0045
<b>Site Address:</b> 3205 SW Creekside Place, Beaverton, OR	<b>Legal Description:</b> 01S 01W 27AB <b>Tax Lot(s):</b> 01000
<b>State Highway:</b> OR 141	<b>Mileposts:</b> 2.6

The site of this proposed land use action is in the vicinity of Hall Blvd and OR 217. ODOT has permitting authority for this facility and an interest in ensuring that this proposed land use is compatible with its safe and efficient operation. **Please direct the applicant to the District Contact indicated below to determine permit requirements and obtain application information.**

### ODOT RECOMMENDED LOCAL CONDITIONS OF APPROVAL

#### Traffic Impacts

- ☒ The applicant shall submit a traffic impact analysis to assess the impacts of the proposed use on the State highway system. The analysis must be conducted by a Professional Engineer registered in Oregon. **Contact the ODOT Traffic representative identified below and the local jurisdiction to scope the study.**

**Please send a copy of the Land Use Notice including conditions of approval to:**

ODOT Region 1 Planning  
Development Review  
123 NW Flanders St  
Portland, OR 97209

[Region1\\_DEVREV\\_Applications@odot.state.or.us](mailto:Region1_DEVREV_Applications@odot.state.or.us)

Development Review Planner: Seth Brumley	503.731.8234, Seth.A.Brumley@odot.state.or.us
Traffic Contact: Avi Tayar, P.E.	503.731.8221

PROJECT NAME: Arco Iris Charter School

POST ON SITE NOT LESS THAN 20 DAYS PRIOR TO THE NAC MEETING

## AFFIDAVIT OF POSTING NOTICE

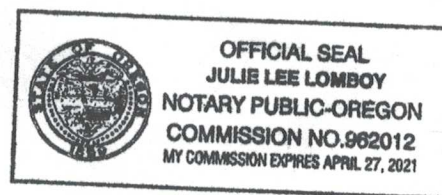
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I, Rebecca Schiefelbein, being first duly sworn; say that I am (represent) the party submitting an application to the City of Beaverton for a proposed K - 8 charter school affecting land located at 8205 SW Creekside Place, and that pursuant to Ordinance 2050, Section 50.3., did on the 28th day of December, 2017, personally post public notice(s). The notice(s) was (were) posted on or before the deadline date determined by City staff for this application.

Sign and Date in the presence of a Notary Public. Certain City staff are Notary Public's and are available for witnessing.

Signature: [Signature]Dated this 29th day of December, 2017.

Subscribed and sworn to before me this 30th day of December, 2017

[Signature]  
Notary Public for the State of OregonMy Commission expires: April 27th, 2021

TURN PAGE OVER FOR POSTING INSTRUCTIONS



Rebecca Schiefelbein <beckyschiefelbein@gmail.com>

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## Arco Iris Community Meeting Documentation

1 message

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**Becky Schiefelbein** <beckyschiefelbein@gmail.com>

Wed, May 16, 2018 at 3:18 PM

To: Jim Persey <jpersey@prodigy.net>

Hi Jim,

We are just getting to the point of turning in our land use application for Arco Iris Charter school, proposing to use the building at 8205 SW Creekside Place as a school.


I am reviewing our checklist items and see that I need to send you all of our community meeting information. I am attaching those documents here. I apologize that I overlooked requirement back when we held our community meeting back in late January.


Let me know if you need anything else from me.


Thank you,  
Becky Schiefelbein


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### 6 attachments


 **Pre-Community Meeting Contact (1).pdf**  
25K

 **Community Meeting Minutes.pdf**  
361K

 **Community Meeting Sign In.pdf**  
111K

 **Neighborhood Meeting Affidavit.pdf**  
321K

 **Neighborhood Meeting Mailed Letter.pdf**  
67K

 **Neighborhood Meeting City Info.pdf**  
1306K



December 28, 2017

RE: Proposed Development at 8205 SW Creekside Place

Dear Greenway NAC Resident:

I am writing this letter on behalf of Arco Iris Public Charter School, who is considering purchasing the property at the above location for use as school. This site is currently zoned Office Industrial - Washington Square (OI-WS).

Prior to preparing specific engineering and site plans and making application to the City of Beaverton for the necessary review and approvals, we would like to discuss the proposal in more detail with the members of the Greenway Neighborhood Association and surrounding property owners and residents. Therefore, you are cordially invited to attend a meeting on:

**Date: Tuesday, January 23rd**

**Location: Arco Iris Charter School  
13600 SW Allen Boulevard  
Beaverton, 97005  
Technology Room, Entrance C**

**Time: 6:30 pm**

Please note that this will be an informational meeting with the school building search team only and is not intended to take the place of a public hearing before the Planning Commission. You will have an opportunity to present testimony to the Planning Commission when an application is submitted to the City for review. I look forward to seeing you at the meeting and answering your questions about the proposed project.

Sincerely,

Becky Schiefelbein  
beckyschiefelbein@gmail.com  
Arco Iris School Building Search Team

Enclosure: location map, conceptual site plan

- Discussed history of Arco Iris discussed
- Plan to expand to K-8
- Planning to buy building not lease, too expensive to lease as AI would have to bring the building up to code for a school
- 80% state funded
- Financing with bond funds
- Shared site plans, K-5 downstairs, Middle school upstairs
- Shared traffic plan for drop off/pick up
- Preapplication meeting held with city
- Start time flexible on recommendation of city
- City will put up no left turn from creekside onto Hall
- Building is gutted, on border of BSD boundaries
- Expected move in date over winter break
- Staffing unlikely to be added first 2 years
- Volunteer needs
- Greenway Neighborhood mty ~~Feb~~ Feb 15<sup>th</sup> 7pm Conestoga MS
- Land use application to be turned in, in a few weeks
- PSA signed
- Discussed enrollement process, BSD vs out of district

JANUARY 23, 2018 8205 SW CREEKSIDE  
PUBLIC MEETING SIGN IN SHEET

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GARY & JAN STREALY, BEAVERTON, OR 97007  
15470 SW Woodwind Ct

503 887-4002 GARY CEN

971 226-3745 JAN "



(For office use only)

NAC(s): Greenway, Dose

(WITHIN 500 FEET OF SITE)

## REQUEST FOR NEIGHBORHOOD MEETING LABELS

DATE: 10/30/17

NAME: Becky Schiefelbein

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

SITE ADDRESS: 8205 SW Creekside Place

MAP 1S127AB

TAX LOT (S) 01000

MAP \_\_\_\_\_

TAX LOT (S) \_\_\_\_\_

MAP \_\_\_\_\_

TAX LOT (S) \_\_\_\_\_

LABELS AND AREA MAP(S) WILL BE PROVIDED. **THE MINIMUM FEE FOR THIS REQUEST IS \$50. REQUESTS THAT TAKE MORE THAN A HALF-HOUR TO COMPLETE WILL BE CHARGED \$50 FOR EACH ADDITIONAL HALF-HOUR OR ANY PART THEREOF.** THE FEE WILL BE COLLECTED UPON DELIVERY OF THE LABELS AND AREA MAP(S).

(please allow 1 calendar week processing time)

(For office use only)

Date label request received by Planning Counter: 10/30/17

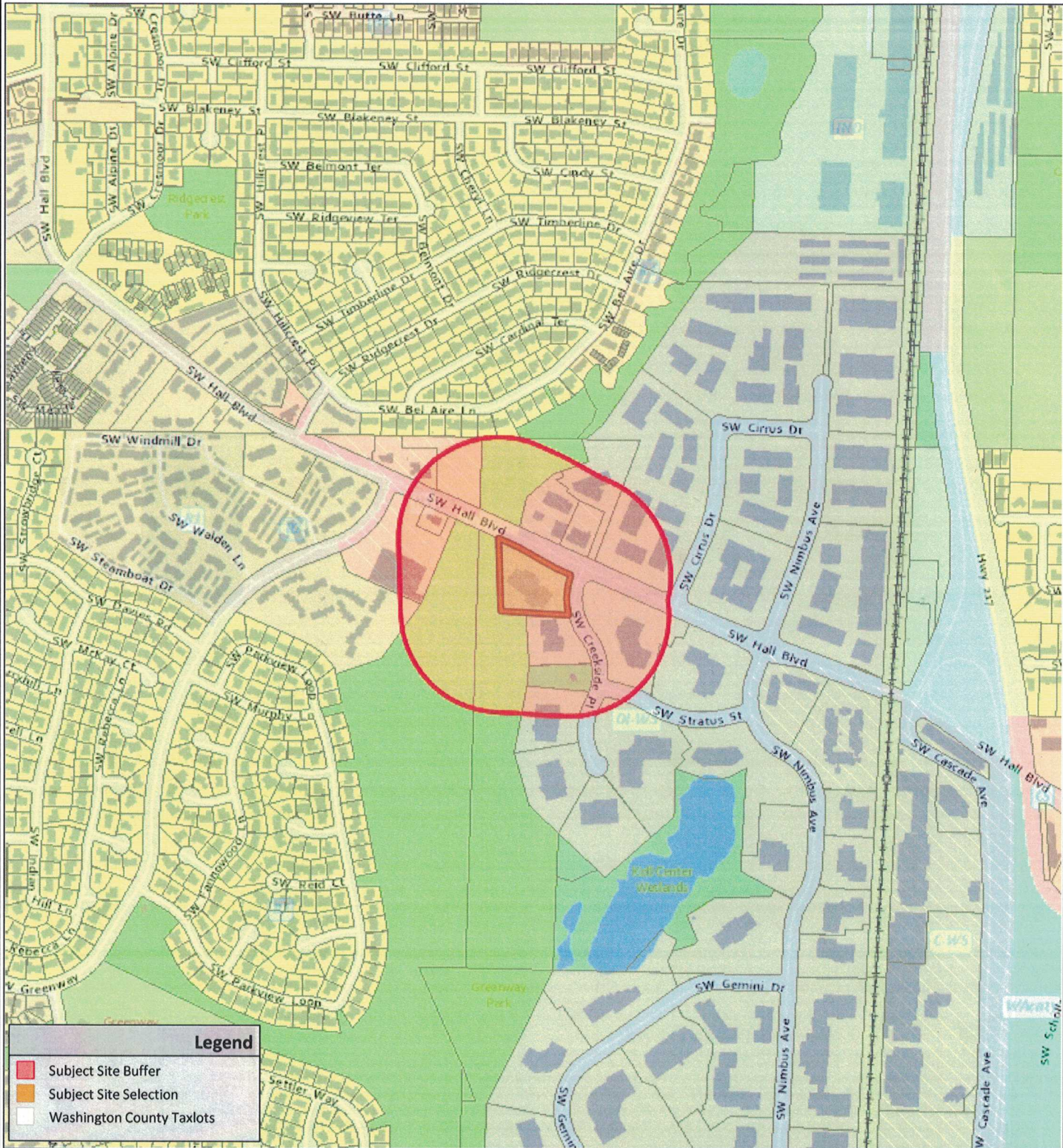
Date label request received by Support Staff: 10/31/17

Date applicant called: 11/1/17

Label/Map preparation time: \_\_\_\_\_ cost: \_\_\_\_\_

Applicant paid: Date: \_\_\_\_\_ Amount: \_\_\_\_\_ Receipt number: \_\_\_\_\_

# VICINITY MAP



8205 SW CREEKSIDE PLACE

COMMUNITY DEVELOPMENT DEPARTMENT  
Planning Division

The information supplied in this application represents the best data available at the time of publication. City of Beaverton GIS makes no claims, representations, or warranties as to its accuracy or completeness.

11/01/2017

Taxlot No:  
1S127AB01000

N  
Application #  
See Notice

ADDISON PROPERTY GROUP IX LLC  
PO BOX 25750  
PORTLAND OR 97298

BRAZELTON, JERRY A & RUBY E  
11520 SW BEL-AIRE LN  
BEAVERTON OR 97008

COB INVESTMENT LLC  
PO BOX 873534  
VANCOUVER WA 98687

HARSCH INVESTMENT PROPERTIES LLC  
BY JORDAN D SCHNITZER  
1121 W SALMON ST, 5TH FL  
PORTLAND OR 97205

MAJ WOODSTOCK LLC  
300 W 15TH #200  
VANCOUVER WA 98660

MICAH 6:8 LLC  
19010 SW SHAW ST  
BEAVERTON OR 97078

NOUREDINE, HADI  
8070 SW HALL BLVD  
BEAVERTON OR 97008

PD OFFICE OWNER 10 LP BY  
STARWOOD CAPITAL GROUP  
591 W PUTNAM AVE  
GREENWICH CT 06830

PD OFFICE OWNER 11 LP BY  
STARWOOD CAPITAL GROUP  
591 W PUTNAM AVE  
GREENWICH CT 06830

PD OFFICE OWNER 12 LP BY  
STARWOOD CAPITAL GROUP  
591 W PUTNAM AVE  
GREENWICH CT 06830

RIVERMARK COMMUNITY CREDIT  
UNION  
8505 SW CREEKSIDE PL  
BEAVERTON OR 97008

SALAMA, MOHSEN & ABU-HAMDAH,  
AFAF A  
11420 SW BEL-AIRE LN  
BEAVERTON OR 97008

SMITH RENTAL PROPERTY LLC  
5836 SW GUNTHER LN  
PORTLAND OR 97219

TUALATIN HILLS PARK & RECREATION  
DISTRICT  
15707 SW WALKER RD  
BEAVERTON OR 97006

WANG, MIAO TE & WANG, YUEH CHIN  
BY CHEN, LUNG CHI & CHUN SHAIN &  
16118 SW KESSLER LN  
TIGARD OR 97224

GREENWAY NAC  
JIM PERSEY, NAC CHAIR  
12345 SW DAVIES RD  
BEAVERTON OR 97008

VOSE NAC  
PENNY DOUGLAS, CHAIR  
6170 SW MAD HATTER LN  
BEAVERTON OR 97008